

## **Bylaws**

### **900 CONTINUING PROFESSIONAL DEVELOPMENT**

#### **901 Mandatory continuing professional development** *(July 2007)*

(1) Continuing professional development as prescribed by the Council in the continuing professional development regulation shall be completed, and satisfactory proof thereof, in the form of a duly completed compliance report as prescribed by Council, shall be provided to the Institute, by every member of the Institute, except for those members who have been specifically exempted under paragraph (6)(a) below.

(2) In the event that continuing professional development as required in clause (1) is not completed, the deficiency may be reported to the Professional Conduct Committee and the Professional Conduct Committee may exercise any of its powers under Bylaw 510.

(3) In the event that the compliance report required in clause (1) is not provided within two (2) months after the date prescribed by Council in the continuing professional development regulation, the member shall be suspended from membership. The suspended member may, subject to clauses (4) and (5) hereof, terminate the suspension and be returned to membership in good standing by filing the prescribed compliance report accompanied by the prescribed reinstatement fee in accordance with Bylaw 332(4)(a).

(4) In the event that the person whose membership has been suspended under clause (3) has continued to fail to provide the prescribed compliance report, accompanied by the prescribed reinstatement fee, within two months of suspension, the Membership Committee shall be informed and the person's membership shall be terminated.

(5) Any person whose membership is terminated under this bylaw may be readmitted upon filing the prescribed compliance report accompanied by the prescribed readmission fee as prescribed by Bylaw 352(1)(b) and on such terms as Council may determine.

(6) Council may designate a committee which has the power to:

- (a) hear applications from members or establish policies with respect to special circumstances which may give rise to partial or complete exemptions from the minimum continuing professional development requirements. Such circumstances may include, but are not limited to, retirement from active practice or employment, extended leaves of absence from work for medical or other reasons or other special circumstances as may arise from time to time;
- (b) prescribe a form of compliance report to be filed by a member;
- (c) review compliance reports submitted by members; and
- (d) require a member to produce to the committee or a member of the committee, such verification of the contents of the member's compliance report as the committee deems necessary.